INSTRUCTIONS. FOR. GREENWICH HOSPITAL. AND CHARITY. BOYS

5,643/C

Exxii.j.13

J. G Corbett
Elsham Hall

ESTABLISHMENT

For Admitting, Maintaining and Educating of

POOR BOYS,

IN THE

ROYAL HOSPITAL

FOR

SEAMEN

At *GREENWICH*,

And for Binding them out Apprentices to the *Sea-Service*.

Eſtabliſhed at a GENERAL COURT, held at the *ADMIRALTY-OFFICE* the 22*d* of *December*, 1731.

LONDON:

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4-49's

ESTABLISHMENT
OF THE
POOR BOYS
IN THE
Royal Hofpital for SEAMEN
AT
GREENWICH.

ARTICLE I.

THE preſent Number of Boys ſhall be augmented to Sixty, ſubject to ſuch Increaſe or Diminution, as the Board of Directors ſhall think fit.

II.

No Boys ſhall be admitted to the Benefit of this Charity, but the Sons of diſabled Seamen [redacted]

Gen. Court 4th 13 Decr. 1732

[redacted] or whoſe Fathers were ſlain, kill'd, or drown'd in the Sea Service; of which they are to produce proper Teſtimonials, to the Satisfaction of the Board of Directors.

III.

No Boys ſhall be admitted under Eleven, or above Thirteen Years of Age; to be proved by Certificate of the Miniſter of the Pariſh where the Boy was baptized, or by ſuch other reaſonable Proof as ſhall be ſatisfactory to the Board of Directors; nor ſhall any be continued in the Hoſpital longer than Three Years.

IV.

No Boys ſhall be admitted who are in an ill State of Health, or Blind, Crooked or Lame; or under any ſort of Incapacity of Body or Mind to anſwer the End of this Charity; and in order to prevent Impoſition herein, the Phyſician and Surgeon ſhall carefully examine them, and certify their Condition under their Hands.

V.

No Boys ſhall be admitted, who cannot Read.

VI.

The Nomination of poor Boys ſhall be in the Directors, each naming a Boy in his Turn, ſubject to the Qualifications above mentioned; Certificates of which are to be produced, and the Boy to be ſeen by the Board, at the time of Nomination.

VII.

Before any Boy is admitted, the Parents or next Relations, ſhall give ſufficent Security to the Board of Directors, that he ſhall be at their Diſpoſal; and that they will indemnify the Hoſpital if he ſhould run away with the Cloaths, Inſtruments, or other Things belonging to the ſame.

VIII.

If any Boy ſhall get in by falſe Teſtimonials, or other indirect Means, upon Diſcovery thereof, he ſhall be ſtripped of his Cloathing, and turned out of the Hoſpital, and never be re-admitted.

IX.

A Regiſter ſhall be kept by the Steward, and another by the Clerk of the Checque, of all Boys admitted upon this Foundation, and of the Diſpo-

ſal

ſal of them, according to the Form hereunto annexed, *pag.* 20.

X.

The Allowance of Diet to each Boy, for every Day in the Week, ſhall be as follows, *viz.*

Four Ounces of Bread, and one Ounce of Cheeſe to each Boy for Breakfaſt; and five Ounces of Bread, and one Ounce of Cheeſe for Supper, every Day; And

For Dinner, on

Sunday---5 Ounces of Bread, and half a Pound of Mutton with Broth.

Monday--5 Ounces of Bread, 1 Ounce of Butter, and Milk-Pottage.

Tueſday-- 5 Ounces of Bread, and half a Pound of Beef with Broth.

Wedneſday 5 Ounces of Bread, 1 Ounce of Butter, and Firmity, with Sugar ſufficient.

Thurſday-- 5 Ounces of Bread, and half a Pound of Beef with Broth.

Friday --- 5 Ounces of Bread, 1 Ounce of Butter, and Peaſe Pottage.

Saturday - 5 Ounces of Bread, 1 Ounce of Butter, and Water-Gruel with Sugar, and Currans ſufficient.

Beer, a Quart every Day, *viz.* half a Pint at Breakfaſt, a Pint at Dinner, and half a Pint at Supper.

XI.

XI.

The Cloathing of the Boys, as well Linnen as Woolen, ſhall be the ſame in Quality with that of the Penſioners; and the Boys be new Cloathed as often as the Board of Directors ſhall think fit. And each Boy ſhall have an Every-Day Jacket and Serge Waſtcoat, made out of the Penſioners old Clothes, as often as needful; and an Iriſh Ram Skin pair of Breeches once in two Years.

XII.

Each Boy ſhall have a clean Shirt, Neck, and pair of Hoſe once a Week; Pillow-Caſe once a Month; and Towel as often as neceſſary. *Each Boy supplied with two Handkerchiefs. Minute 28th December 17*

XIII.

The Boys ſhall lie in Hammacoes, and the Bedding to each Boy be, *viz.*

1 Flock Bed,
1 Feather Pillow, ... *A Flock Pillow Minute 16 Febry 17*
2 Chequer'd Pillow Caſes,
2 Blankets,
1 Rug.

XIV.

XIV.

The Boys Wards ſhall be ſupplied with Mops, Bruſhes, Brooms, and other Stores, in the ſame manner as the Penſioners Wards are ſupplied.

XV.

The Boys ſhall eat all together at a Table, in the Dining Hall, which ſhall be furniſhed with clean Cloths twice a Week, and provided with Knives, Forks, Wooden Platters, Trenchers and Piggons ; and Pewter Spoons, Salts and Drinking Pots, as there ſhall be Occaſion.

XVI.

The Phyſician and Surgeon ſhall take the neceſſary Care of the Health of the Boys, and of their Guardian and Nurſes ; and an exact Account ſhall be kept of the Medicines they are ſupplied with, and the ſame laid before the Board of Directors at the End of every Year, atteſted by the Phyſician and Surgeon, with the Value, which ſhall be repayed to the Houſe out of the Charity-Stock.

XVII.

An additional Nurſe ſhall be allowed to the Hoſpital for every thirty Boys, to be warranted and ap-

appointed by the ſame Authority that the other Nurſes are; but the Deſignation of the particular Nurſes for the Service of the Charity Boys, ſhall be in the Governor and Council of the Houſe.

XVIII.

The Wages of the Nurſes appointed to the Charity Boys, ſhall be 10 *l.* a Year each; with a Gown, Coat, Proviſions, Bedding, and all other Stores, together with Money for Waſhing their Linnen, in the ſame manner as is allowed to the Nurſes of the Penſioners.

XIX.

The Duty of the ſaid Nurſes, ſhall be as follows, *viz.*

1. To take Charge and Care of, and be accountable for, all the Stores and Furniture, each of her reſpective Ward, or part of a Ward.

2. To be likewiſe charged with, and accountable for their reſpective Boys wearing Apparel, both Linnen and Woolen; and to keep their Linnen and Hoſe in conſtant good Repair.

3. To Comb the Boys Heads frequently with ſmall Tooth'd Combs, to keep them clean from all ſorts of Vermin; to ſee they Comb their own Heads with great Tooth'd Combs, and waſh their Hands and Face every Morning before they go to School, and their Feet every *Saturday* Night before they go to Bed; and that each put on a clean Shirt, Neck, and pair of Hoſe every *Sunday* Morning.

4. To make the Beds of ſuch Boys as ſhall be unable to do it themſelves; and be careful to obſerve whether any do wet, foul, or otherwiſe damage their Bedding, or any thing elſe belonging to them; and, if they do, to acquaint the Steward with it.

5. To acquaint the Phyſician or Diſpenſer when any Boys happen to fall Sick, or have contracted any Diſtemper; and the Surgeon, or one of his Aſſiſtants, when any chance to be Hurt; and to take proper Care of them, until they are removed into the Infirmary, according to the Directions given for that Purpoſe by the Phyſician or Surgeon.

6. To be at Table with the Boys at Meal-times, the Senior Nurſe at the Upper End, and the other at the Lower; and to diſtribute to them their Proviſions in the eſtabliſhed Proportions.

7. To acquaint the Steward from Time to Time, when any of the Boys Apparel, Bedding or Neceſſaries, or the Stores in their Wards want to be chang'd or repaired, and to apply to him as there ſhall be Occaſion, for what may be needful to mend their Linnen and Hoſe.

8. To take Notice of any of the Boys who ſhall be guilty of Lying, Curſing, or Swearing, or any other Prophaneneſs, Immorality or Ill Behaviour, and to acquaint the Guardian therewith, in order to their being properly corrected for the ſame. And,

Laſtly, To be very ſober and circumſpect in their own Behaviour, and not fail of going to Chappel, at leaſt every *Sunday*.

XX.

The Chaplains of the Hoſpital are to cultivate in the Boys the Principles of Religion and Morality, and give them ſuch Inſtructions therein as they think proper.

XXI.

The Clerk of the Chappel ſhall be appointed to teach the Boys *Pſalmody*, with a Salary of 5 *l.* a Year; and he ſhall employ the Space of Two

 Hours

Hours in that Service every *Wedneſday* and *Friday* Evening after School Time, between *Lady-Day* and *Michaelmas*, and an Hour in thoſe Evenings between *Michaelmas* and *Lady-Day*; and as much on the Evenings of *Sundays* throughout the Year.

XXII.

There ſhall be a diſcreet Perſon appointed to be Guardian of the Boys, with a Salary of 10 *l. per Annum*, whoſe Duty ſhall be to take Care of them; and to attend them to and from School twice every Day, at the School Hours, except *Sundays* and *Holy-Days*; on which Days he is to attend them to and from Chappel, and no Boy is to be excuſed from either, upon any Pretence, except Sickneſs.

XXIII.

The ſaid Guardian ſhall be preſent always in the Hall when the Boys are at Dinner, and keep them in good Order; and when they return from School in the Evening, ſee that they ſpend a convenient Time in their Ward, to perform their Tasks againſt next Morning.

XXIV.

The Senior Boy ſhall, in the Preſence of the Guardian, and the Reſt of the Boys, read the *Leſſons* and *Pſalms* of the Day, with a Prayer or Two, every Night before they go to Bed; and a ſhort Prayer only in the Morning before they come down; and on *Sundays* and *Holy-Days*, the Guardian ſhall take Care that ſome of the Boys do, out of Church Time, read Chapters alternately in the Bible.

XXV.

The Boys ſhall be kept conſtantly at School, where they are to be taught Writing, Arithmetick and Navigation, in the following Manner, *viz.*

1. The Four firſt Fundamental Rules in Arithmetick, with the Rule of Three, Practice, and the Extraction of the Square and Cube-Roots.

2. Plain Trigonometry, Geometrically, Arithmetically and Inſtrumentally, in all the various Caſes of Rectangles and Oblique Triangles.

3. Plain Sailing; namely, the Working of Traverſes, and the Application of plain Triangles to Oblique Sailing; and the Doctrine of Currents, together with Sailing by the middle Latitude.

4. *Mer-*

4. *Mercator*'s Sailing.

5. The uſual Methods for finding the Golden Number, Epact, and Moon's Age, and Time of Southing; as alſo the Times of High Water at any Port.

XXVI.

If any Boy, after Six Months Trial, proves incapable of Learning, the Maſter ſhall acquaint the Board of Directors with it, that they may diſpoſe of him as they think proper, in Order to make Room for another.

XXVII.

If any Boy prove of an untoward, vicious and incorrigible Behaviour, the Maſter ſhall acquaint the Board of Directors therewith, in Order to the Expulſion of ſuch Boy; and no Boy expelled, ſhall ever be re-admitted, but by Order of the Directors.

XXVIII.

At the End of each Year, the Maſter ſhall bring all the Boys to be viewed by the Directors, at their Meeting at *Greenwich*, and the Boys ſhall bring with

with them Specimens of their Performances ; and the Maſter is to deliver to the Directors a Liſt of ſuch as ſhall be then fit to be bound out.

XXIX.

No Boy ſhall be bound out to ſerve in any Way but that of a Seaman (except a Boy to be educated in the Diſpenſary) and none ſhall be bound out, but by Order and Approbation of the Board of Directors.

XXX.

In the putting out of the Boys, Regard ſhall be had to bind out ſuch as are beſt qualified, to ſubſtantial Commanders uſing the Southern Navigation, for the better Improvement of their Talents, and becoming able Seamen, and good Artiſts.

XXXI.

Every Boy, upon being bound out, ſhall be fitted by the Clerk of the Cheque, with the Cloathes and other Neceſſaries hereunder mentioned ; the ſame to be done in ſuch Manner, as that the Charge thereof may not exceed the Sum of 7 *l.* and the Steward ſhall defray that Expence out of the Charity-Stock, *viz.*

th
ute 16 Febry 1731. To carry their Bedding with them, & the value deducted from the £7.

A Suit of Flock Bedding,
A Double-Breasted Pea Jacket,
A coarser *Ditto*,
A Serge Waistcoat,
A Blue Kersey *Ditto*,
A Pair of good Cloth Breeches,
A Pair of ordinary Shag *Ditto*,
A Drugget Coat and Pair of Breeches,
2 White Shirts,
3 Cotton Chequed Shirts,
3 Silk Handkerchiefs,
2 Pair of Yarn Stockings,
1 Pair of Worsted *Ditto*,
2 Pair of Shoes,
1 Hat,
1 Plush Cap,
1 Chest.

Together with the Books and Instruments he made Use of in the School.

XXXII.

The Steward shall provide from Time to Time, the Provisions, Cloathing, Stores, and other Necessaries for the Boys, the Guardian and Nurses, under the Inspection of the Clerk of the Cheque, and according to the Orders of the Board of Directors.

XXXIII.

The Steward ſhall pay the Guardian, Nurſes and Clerk of the Chappel their Salaries Quarterly; but is not to pay any other Money on Account of this Charity, but by Order of the Board of Directors.

XXXIV.

The Funds appropriated to the Support of this Charity, ſhall not be charged with any Expence, but what ſhall properly belong to it.

XXXV.

A true State of this Stock, by Way of Debitor and Creditor, ſhall be kept by the Steward, and all Receipts and Iſſues charged therein under proper and diſtinct Heads; and he ſhall lay the ſame, being firſt examined and atteſted by the Clerk of the Cheque, before the Board of Directors, at the End of each Year, or oftner, if they think it neceſſary; and the Overplus Money, if there be any, ſhall be laid out in ſuch of the Publick Funds, and in the Name or Names of ſuch Perſon or Perſons, in Truſt for the Benefit of this Charity, as the ſaid Board ſhall think fit.

XXXVI.

If the Guardian, Nurſes, or Clerk of the Chappel do negligently acquit themſelves of their reſpective Duties, the Perſons offending ſhall be liable to ſuch Forfeiture of Wages, or other Puniſhment, as the Board of Directors ſhall think proper.

XXXVII.

No Boy ſhall be ſuffered to go without the Gates of the Hoſpital, except to School, without Leave from the Lieutenant-Governor, or the Commanding Officer, by Ticket, which he is to ſhew to his Guardian, or to any Body that ſhall ask him for it.

XXXVIII.

No Officer, or other belonging to the Hoſpital, ſhall employ any of the Boys in going on Errands, or upon any other Buſineſs whatſoever.

XXXIX.

The School-Maſter ſhall be made acquainted, from Time to Time, by the Guardian, with ſuch Faults and Miſdemeanors, as any of the Boys may have been guilty of, who ſhall either admoniſh or puniſh them according to the Nature or Degree of the Fault.

FINIS.

No.	Time of Admiſſion.	Quality of the Father.	Names of the Boys.	Time of binding out, Diſcharge, Running away, or Expulſion.	No. of Years bound for.

To whom bound.	Of what Ship Commander.	Burthen	Of what Place.	What Trade he uſes.

At a Meeting of the Directors at
Salter's Hall 8 December 1731.

Resolved, that no Works or Repairs of any kind be Ordered to be done, for the future; to any Lodgings, Apartments, or other Conveniencies, in the Occupation of any person, but upon Application of the Party Inhabiting or making use of such Lodgings, Apartments, or other Conveniencies, to this Board in Writing, setting forth the particulars of the Things wanted to be done, and if the Board shall judge the same reasonable, the Clerks of the Works are to be directed to prepare Estimates of the charge thereof, & lay the same before the Surveyor, according to their Instructions, with the particular amount of each Trade in the Works, that are desired to be done, according to the Scheme hereunto annexed.

Resolved, that the Surveyor do lay the said Estimates before the Board, with his Opinion, what is fit to be done therein.

Resolved, that when the Board shall order any Work, so reported by the Surveyor to be done; that the Surveyor & Secretary do sign the Estimate, & that the same be delivered to the Clerks of the Works, to be entered in a fair Book, to be kept for that purpose; & that the Clerks of

When Ordered	Where the Work Ordered is to be done	Bricklayer	Carpenter	Mason	Plumber	Smith	Brickmaker	Sandman
		£ s d	£ s d	£ s d	£ s d	£ s d	£ s d	£ s d
1731. 8th December.	At the Govr's Apartments	2.10.0	1.5.0	0.10.0	.....	0.14.0	3.0.0	5.0.0

the Works do shew the same to the Tradesmen, and let them know that they will not be allowed any thing beyond the said Estimate, and to take care accordingly that nothing beyond it be brought to account, in the Books of Works; and the said Orders & Book are to be produced as Vouchers when any Accounts are to be passed.

Resolved, that every such Order, for Works so estimated & signd as aforesaid, by the Surveyor & Secretary is to be delivered by the Clerks of the Works, after their Entry thereof, to the Clerk of the Checque, who is to enter the same into a fair Book, to be kept for that purpose, according to the annexed Scheme; and afterwards to return it to the Clerks of the Works & in the Auditing & Examining the Books of the Works, he is to see that the said Estimates are duely complyd with, & not exceeded.

But whereas unforeseen Accidents may happen, as bursting of Pipes, Cracks in Lead &c.; by which the Hospital may suffer much damage, if not speedily prevented; Resolved, that in such extraordinary Cases, which cannot be delayed without prejudice, the Clerks of the Works do immediately cause the said Repairs to be done; giving notice thereof to the Clerk of the Checque; and to lay the particulars thereof before the Board, at their next meeting, which are to be signd as aforesaid, and entered in the Book of Estimates.

Lime man	Ironmong.r	Joyner	Painter	Plaisterer	Glazier	Pavior	Storehouse	Total.
£ s d	£ s d	£ s d	£ s d	£ s d	£ s d	£ s d	£ s d	£ s d
0. 15. 0	.....	2. 0. 0	0. 10. 0	0. 14. 0	.....	.....	0. 12. 0	.... 12. 15. 0

At a General Court held at the Admiralty Office
22d Decemb.r 1731.

Resolved, that for the future, when any Officers of the Works shall order any Works or Repairs to be done, without an Order from the Directors, that the value of the said Works shall be deducted from their Salary, except in such extraordinary Accidents as cannot stay for the Order of the Directors, in which Case they are to give Notice thereof to the Clerk of the Checque, & lay the particulars before the Directors, at their next Meeting, otherwise the value of the said Works shall be deducted from their Wages.

At a Meeting of the Directors for Greenwich Hospital at Salters Hall 5th Janry 1731.

Proposals for regulating Accounts to be kept of the Brewings and Expence of Beer and Ale in the Royal Hospital for Seamen at Greenwich.

That

1st ..... That the Master Brewer do from time to time, give the Steward & Clerk of the Checque an Account, under his hand of the real produce of each Brewing; what part thereof was laid into the Cellars; and what Beer was furnished to the Officers, specifying the particular Quantity to each Officer.

2d ..... That the Cooper be charged with & accountable for all Beer & Ale, from time to time laid into the Cellars, & that he give the Steward & Clerk of the Checque an Account, under his hand, of the Quantity of such Beer & Ale; That he issue the Beer daily, and the Ale on the usual Festivals, to the Butler, for the Pensioners, Servants & Boys, according to the Orders he shall receive, in Writing from the Steward, and that he do take the Butler's Receipts for the same, by his writing his Name, on the Back of those Orders.

3d ..... That the Steward do give the Cooper, such Orders as is abovementioned, agreeable to the daily Musters.

4th ..... That the Butler do not only give the Cooper, such Receipts as are mentioned in the 2 Article; but also

keep

keeps an exact Account in a Book to be given him for that purpose, by the Steward; of all his Receipts from the Cooper, and of his Issues of the same; wherein is to be distinguished, how much thereof was issued to the Pensioners & Servants, and how much to the Boys.

5th ..... That, if at any time, the People should leave any part of their Allowance of Beer in the Hall, the Butler do take care to return the same to the Cooper, acquainting the Steward & Clerk of the Checque with the quantity thereof, that so the Cooper may be rechanged with it.

6th ..... That, the Butler do at the end of each Month, give the Steward a Transcript of the said Account under his hand, and that the Cooper do at the same time return him the indorsed Orders, mentioned in the 2d Article; with an Account of the remains in the Cellars, and that the Steward do visit those Places, as often as he may judge it proper, & see whether the Remains, do in fact agree with the Coopers Report thereof.

7th ..... That, if any Disagreement appear between the Returns of the Master Brewer, Butler & Cooper, the Steward & Clerk of the Checque do adjust the same, or lay the matter before the Board of Directors, if they think it more convenient.

8th ..... That by the said Returns of the Master Brewer, Butler & Cooper, and by the daily Musters in the Hall, the Steward do make out at the end of each Quarter, an exact Account, in the Form hereunto annexed, of the Receipts, Expence & Remains of Beer & Ale from that time, and when it shall have been Audited & attested by the Clerk of the Checque, lay the same before the Board of Directors.

9th ..... That the Cooper be also charged with, & Accountable for all the Casks, Iron Hoops Coopers Tools, & Utensils belonging to the Cellars, and that he keeps the Casks in as good Repair as he can, and those & the Cellars always Sweet & Clean.

10th ..... That as an Encouragement to him to acquit himself well of his Duty & because he will thereby be obliged

to

to give his Attendance on Sundays, as well as Work Days he be allowed Two Shillings a day for the Sundays as he is now for the others.

An Account of Beer &c.ª for the Quarter ending with June 1731.

Dr. Cr.

	Barrels	Gallons		Barrels	Gallons
To remains in the Cellar the 1st of April		52.29	By 70,826 Mustered for a day at 2d. each	983.25	
To Brewings in the Quarter		1118.18	By 5,664 Must.rs in the Infirmary at 2d. each	39.12	
			By Officers	33.18	
			By Waste at 10 Gallons ℔ Ton	47.12¾	
To Total		1171.11	By Boys	5.6¾	
			By Ball.ce remain.g in the Cellar 1 July	62.8½	
				1171.11	
To Ale in the Cellar 1.o Apr.l		14.0	By the Pensioners & Servants on ℔ 12		
D.o Brewed in May		15.18	april & 11th June who are not included in the Musters above mentioned	29.18	
		29.18			

At a Meeting of the Directors for Greenwich Hospital at Salters Hall 26th Janry 1731.

The Butler presented a Memorial to the Board representing that by the 2d Article of the Proposals for regulating the

Account

Account of Beer, Established by the Minutes of the 5th Instant, the Charge of the Beer is taken from him, and given to the Cellar Man, contrary to the Settlement made by a General Court, upon which the Board Order'd the execution of the said 2d Article to be suspended for the present; and the Steward & Clerk of the Checque are to call to them the Butler, and to reconsider the 2d Article, and to deliver their Joint Opinion, whether the said Article should be put in Practice; or the Practice to remain as it did before.

At a Meeting of the Directors for Greenwich Hospital at Salters Hall 16th Feby 1731.

Resolved, that the Execution of the 2d Article of the Scheme for regulating the Accounts of Beer, be suspended, 'till the Surveyor has made his Report upon the Proposal for bringing the Beer by a Pipe immediately from the Cellar to the Dining Hall.